



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

June 2, 2003

DPAP/EB

MEMORANDUM FOR DIRECTORS OF DEFENSE AGENCIES

DEPUTY ASSISTANT SECRETARY OF THE NAVY
(ACQUISITION MANAGEMENT), ASN(RDA)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING), SAF/AQC
DIRECTOR, ARMY CONTRACTING AGENCY
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY
EXECUTIVE DIRECTOR, ACQUISITION, TECHNOLOGY,
& SUPPLY DIRECTORATE (DLA)

SUBJECT: INTER-AGENCY CONTRACT DIRECTORY

On May 6, 2003, the Office of Federal Procurement Policy (OFPP) issued the attached letter addressing the roll-out of the Inter-Agency Contract Directory (ICD) found at www.contractdirectory.gov. The attached ICD, developed by the General Services Administration (GSA), is a part of the Integrated Acquisition Environment (IAE) Federal eGov initiative. Its purpose is to provide a single website to identify procurement vehicles available for government-wide use.

A Federal Acquisition Regulation (FAR) case requiring Federal Agencies to register awarded government-wide procurement vehicles in the ICD is expected to be published as a final rule in the upcoming months. However, Agencies are encouraged to start providing information to the ICD as soon as possible. Each Military Department and Agency must review the attached ICD Roles and Responsibilities guide (also available on the above ICD website under "User Guides") and designate an individual to serve as the Department/Agency Administrator for this effort. Please provide this designation to Mr. Bill Morgan at GSA, 202-501-3748, bill.morgan@gsa.gov, and to Ms. Lisa Romney, DPAP/EB, at 703-614-3883, lisa.romney@osd.mil by June 20, 2003. Mr. Morgan will schedule administrator training and register them for access to the ICD.

Although just beginning to be populated with information, the ICD is operational, and I encourage the DoD contracting workforce to begin using it as a part of market research activities to search for potential procurement vehicles. (Note, as a part of their participation with the IAE initiative, portions of your Military Departments/Agencies may have already provided information to the ICD during its development and testing



phases. I encourage your designated Department/Agency Administrator to review the information provided to date for accuracy, completeness, and to ensure usability to those searching the ICD for available procurement vehicles).

OFPP provided points of contact for the IAE initiative as well as for the ICD in the attached memo. My action officer for DoD's participation in the IAE initiative is Ms. Lisa Romney, 703-614-3883, lisa.romney@osd.mil. LCDR Jack Stem of the DoD E-Mall Program, who is DoD's primary representative to the ICD working group, may also be contacted with questions at 703-767 1124, jack.stem@dla.mil.



Deidre A. Lee
Director, Defense Procurement and
Acquisition Policy

Attachments:
As stated